Rudra Motors Passenger Car Dealer

TATA MOTORS

OFFER LETTER

Yusuf Ansari, Pune

Date:-27-Jun-22

Dear Yusuf,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of Customer Advisor in our organization.

We would expect you to join as early as possible as but not later than 5 July 2022. Beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, by us in writing.

On the date of your joining, you may please bring along the following:

- 1. An updated Curriculum Vitae
- 2. Copies of Educational Certificates
- 3. Copies of Professional certificates
- 4. 4 Passport Size photograph
- 5. Pan Card & Aadhar Card
- 6. License copy (4wheeler preferable)
- If 4wheeler driving license is not issued, suggested to issue the same as early as possible.
- 7. Rent Agreement/ Light Bill

This Offer of Employment is subject to receipt of satisfactory references.

This Letter of Offer is being sent in duplicate. Kindly sign the copy as a token of your acceptance of the offer and return us the same.

With warm regards,

Rudra Motors,

Nikhil Sanghai **HR** Manager

Registered Office : 1st Floor / 03, Phule Chamber, Opp. Rajiv Gandhi E-Learing School, Parvati, Pune-Wagholi : Sales & Service : Gat No. 1345/A2. Near Ubale Nager Bus Stop, Wagholi, Pune - 412207. Contact No. : 9607830000, Email: rudramotors.tmt@gmail.com

Viman Nagar : Sr. No. 30/8A/IA, Ramwadi, Opp. Canara Bank, Nagar Road, Pune - 411014. Centact No. : 9146104444 Vishrantwadi : Airport Rd, Kasturba Housing Society, Vishrantwadi, Pune. Contact No. : 9823674477 Iruli Kanchan : Kanchan Garden, Near PMT Bus Stop, Uruli Kanchan, Tal : Haveli, Pune - 412202.